

IDAHO HVAC BOARD MEETING

Wednesday – August 8, 2007 – 9:00 A.M.
Red Lion Templin's Hotel
Widgeon Conference Room
414 East First Avenue
Post Falls, ID

NOTE: The following report is not intended to be a verbatim transcript of the discussions at the meeting, but is intended to record the significant features of those discussions.

The meeting was called to order by Chairman Patrick R. Minegar at 9:05 a.m. on Wednesday, August 8, 2007.

Board Members Present:

Pat Minegar, Chairman
Carol Alexander
Dan Brizee
Steve Brown
Jim Byrer
Tom Daniels

Board Members Absent:

Mike Wisdom

DBS Staff Members:

Kelly Pearce, Administrator
Steve Keys, Deputy Administrator, Operations
Eric Fieldstad, Deputy Administrator, Administration
Carl Lohrengel, HVAC & Plumbing Bureau Chief
Russ Owen, HVAC Code Specialist
Al Caine, Licensing & Compliance Manager
Roger Gabel, Deputy Attorney General
Renee Bryant, Administrative Assistant
Bill Hatch, Public Information Officer
Tina Smith, Management Analysis, Sr.
Terry Blessing, Licensing Compliance Officer
Rick Hill, HVAC Inspector
Brad Ziel, HVAC & Building Inspector
Rod Freligh, HVAC Inspector Supervisor

◆ **Approval of the August 8, 2007 Agenda**

Steve Keys requested broadening the discussion under item number three of “Action Agenda” to include legislative ideas and draft rules.

MOTION: Dan Brizee moved to approve the agenda. Steve Brown seconded. All ayes, motion carried.

◆ **Approval of the May 9, 2007 Board Meeting Minutes**

MOTION: Dan Brizee moved to accept the May 9, 2007 minutes as written. Carol Alexander seconded. All ayes, motion carried.

◆ **Waste Oil Heating Specialty License**

The “final” draft was read. Anything within a waste oil unit, including vent stacking and ducting, can be installed by a Waste Oil Heating Specialty licensee.

MOTION: Jim Byrer so moved to approve the Waste Oil Specialty Journeyman Competency. Dan Brizee seconded. All ayes, motion carried.

◆ **Hearth Specialty License**

The requirements of the revised rule were read. A lengthy discussion followed as to the Hearth Specialty licensee’s limitations running and/or tying into gas lines.

For consistency within the draft rule, Roger Gabel suggested deleting the following from section 03, Education, “Applicants for certification as HVAC specialty journeymen must”. The sentence would read, “Successfully complete an examination designated by the board.”

MOTION: Dan Brizee moved to pass/accept the Hearth Specialty journeyman with the change. Tom Daniels seconded. All ayes, motion carried.

◆ **Fuel Gas Specialty License**

Al Caine read the draft rule. A debate ensued as to the Fuel Gas Specialty journeyman’s scope of work upon completion of the 60-Hour Fuel Gas course.

Roger Gabel requested deleting the following from section 03, Education, “Applicants for certification as HVAC specialty journeymen must”. The sentence would read, “Successfully complete an examination designated by the board.”

MOTION: Carol Alexander moved to approve the draft rule as corrected by Al Caine. Steve Brown seconded. Three ayes and two opposed, motion carried.

◆ **Flat Rate Permit Fees**

Steve Keys presented a proposed rule in which a flat rate fee would be charged for each HVAC permit. The fee would be based upon square footage.

MOTION: Dan Brizee moved to move forward with the proposed rule. Carol Alexander seconded. All in favor, motion carried.

◆ **Legislative Ideas**

2006 International Code – This idea adopts the 2006 International Codes, gives the Board authority to adopt subsequent codes and defines a “farm”.

MOTION: Dan Brizee moved to direct the Division to proceed with those legislative ideas. Jim Byrer seconded. All in favor, motion carried.

Apprentice Registration Requirements – The proposal changes the HVAC apprentice registration requirements from an annual to a five year registration. It allows employers one year to evaluate new hires prior to investing in their schooling and creates standardization within the Division.

MOTION: Dan Brizee moved to endorse the longer registration for apprentices. Carol Alexander seconded. All in favor, motion carried.

◆ **Chimney Shroud Code Requirements**

Dan Brizee presented, for discussion, a manufacturer’s installation guide on chimney shrouds.

ACTION: Chairman Minegar requested Dan Brizee work with the Hearth Industry and Mike Wisdom in creating more stringent verbiage on chimney shroud standards.

ACTION: For the October 23, 2007 meeting, Al Caine and Roger Gabel are to present a draft rule change on chimney shroud standards based on verbiage provided by Dan Brizee.

◆ **Dryer Vent Recommendations**

A vinyl dryer vent recommendation sticker was developed and presented by Russ Owen. The sticker specifies the length, exceeding the standard, of a dryer vent as approved by the manufacturer. The sticker is to be posted near or in the dryer box.

◆ **Apprentice Related Training Requirements**

Suggestions for creating a limited HVAC installer classification were presented by Al Caine. A discussion pursued as to how the Division would register and/or monitor the installers.

ACTION: Chairman Minegar requested the Board proceed with this topic.

◆ **Financial Report**

Eric Fieldstad reviewed the 2007 End-of-Year Financial report. Revenue exceeded expenditures, with the exception of June; where the rent was paid for FY '08.

A synopsis of the Executive Summary of the Division's Administrative Cost Distribution Analysis was presented by Eric Fieldstad.

The Division's FY '08 Strategic Plan, an annual requirement from the Governor's office, was distributed to the Board. Future publications will include the roles of the Boards and the day-to-day policies and procedures of the Division.

◆ **CAS Presentation**

A slide show presentation on the Division's future computer system titled, "Past-Present-Future" was presented by Tina Smith. The slide show illustrated how the new "CAS" system will streamline the Division's permit, license and inspection procedures.

◆ **Compliance Reports – Notice of Violations and Warnings**

The total of unpaid inspections, civil penalty letters, "No Inspection" list, "Notice of Violation" legend and "Civil Penalty/Warning Letter" lists were addressed.

All DBS inspectors have the authority to check any license type. The Division currently has an Outreach Advisor in each region of the State.

Pat Minegar mentioned a consumer dissatisfied with an HVAC contractor's services. Consumer complaints, other than licensing/permitting issues, should be addressed to the Better Business Bureau or the Consumer Protection Unit of the Attorney General's office.

◆ **Exam Summary Report**

The current pass rate for contractors is 88 percent; with journeymen at 62 percent. A Hearth exam has been developed and is available through Lazergrade. The exam is 40 questions, closed book.

◆ **Energy Conservation Code**

Russ Owen reviewed the 2006 International Energy Code. The majority of jurisdictions will adopt the 2006 codes in January 2008. Training on the energy codes is through the local building departments. For additional information on energy codes visit www.energycode.gov.

♦ **Heat Load Calculation for New Construction Installations**

Carl Lohrengel suggested installing a Heat Load Calculation form on the Division's website. To stay within code, a form would need to be present at the final inspection in which to verify the equipment installed was designed for that specific job.

ACTION: Chairman Minegar asked the Division to propose to the Board their plan to implement and enforce the code.

♦ **Fireplace Inspections**

After a lengthy debate as to who is responsible for the enforcement of permits and inspections on solid fuel burning units; it was decided the Division would continue their current practices.

♦ **Administrators Report**

Kelly Pearce introduced Bill Hatch as the Division's new Public Information Officer. A synopsis of Mr. Hatch's work history and a description of a proposed Logging Safety Public Service Announcement were presented.

The Division has consolidated their Plan Review Unit; moving all plan review staff to one central location of the building. All plan's reviewed by the Division will be combined into a single report.

Chairman Patrick R. Minegar adjourned the meeting at 3:26 p.m.

PATRICK R. MINEGAR, CHAIRMAN
HEATING, VENTILATION AND
AIR CONDITIONING BOARD

C. KELLY PEARCE, ADMINISTRATOR
DIVISION OF BUILDING SAFETY

DATE

DATE